

This is a SAMPLE FORM.

Please visit the [Procurement Info Section](#) of the SBIR Homepage to obtain Informed or PDF version of SF 298.

REPORT DOCUMENTATION PAGE			Form Approved OMB No. 0704-0188	
Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.				
PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ADDRESS.				
1. REPORT DATE (DD-MM-YYYY) 09/12/02		2. REPORT TYPE		3. DATES COVERED (From – To)
4. TITLE AND SUBTITLE Electronic Handbooks (EHBs) Phase II Interim Report		5a. CONTRACT NUMBER		
		5b. GRANT NUMBER		
		5c. PROGRAM ELEMENT NUMBER		
6. AUTHOR(S) Mr. Nathan Frankfurter (718) 250-4200		5d. PROJECT NUMBER		
		5e. TASK NUMBER		
		5f. WORK UNIT NUMBER		
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) Coney Island, Inc.		8. PERFORMING ORGANIZATION REPORT NUMBER		
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES) COTR K. Green 301-386-3333 NASA/GSFC		10. SPONSORING/MONITOR'S ACRONYM(S)		
		11. SPONSORING/MONITORING REPORT NUMBER		
12. DISTRIBUTION/AVAILABILITY STATEMENT No distribution of this document outside of NASA without the explicit permission of Coney Island Inc.				
13. SUPPLEMENTARY NOTES				
14. ABSTRACT Electronic Handbooks (EHBs) are Internet-based tools that support the paperless documentation and management of complex distributed processes (e.g., Grants/Contracts Management). Tools include user interface, backend, requirements capture, and demonstration software. EHBs processes are represented as "Internet-based plays" where "actors" communicate thru the Internet. For each role, EHBs guide actors thru their parts. Two applications of EHBs are: National Aeronautics and Space Administration's (NASA) Small Business Innovation Research (SBIR) Program, and Department of Justice's Bulletproof Vests Partnership (BVP) Program. EHBs, like plays, are developed in six stages: Outline or Playwriting, Example or Rehearsal, Implementation or Staging, Utilization or Performance, Revision or New Production, and Cross-Subprocess or Cross-Play Analysis. The objectives of EHBs are to facilitate: 1) paperless documentation and management of complex distributed processes, 2) system development, 3) integration of independently developed subsystems, and 4) process and system improvement.				
15. SUBJECT TERMS Complex Distributed Process Management				
16. SECURITY CLASSIFICATION OF: Sensitive		17. LIMITATION OF ABSTRACT	18. NUMBER OF PAGES	19a. NAME OF RESPONSIBLE PERSON
a. REPORT Sensitive	b. ABSTRACT Sensitive			c. THIS PAGE Sensitive

INSTRUCTIONS FOR COMPLETING SF 298

1. REPORT DATE. Full publication date, including day, month, if available. Must cite at least the year and be Year 2000 compliance; e.g., 30-06-1998, xx-06-1998, xx-xx-1998.

2. REPORT TYPE. State the type of report, such as final, technical, interim, memorandum, master's thesis, progress, quarterly, research, special, group study, etc.

3. DATES COVERED. Indicate the time during which the work was performed and the report was written; e.g., Jun 1997 – Jun 1998, 1-10 Jun 1996, May – Nov 1998, Nov 1998.

4. TITLE. Enter title and subtitle with volume number and part number, if applicable. On classified documents, enter the title classification in parentheses.

5a. CONTRACT NUMBER. Enter all contract numbers as they appear in the report; e.g., F33615-86-C-5169.

5b. GRANT NUMBER. Enter all grant numbers as they appear in the report; e.g., AFOSR-82-1234.

5c. PROGRAM ELEMENT NUMBER. Enter all program element numbers as they appear in the report; e.g., 61101 A.

5d. PROJECT NUMBER. Enter all project numbers as they appear in the report; e.g., 1F665702D1 257, ILIR.

5e. TASK NUMBER. Enter all task numbers as they appear in the report; e.g., 05, RF0330201, T4112.

5f. WORK UNIT NUMBER. Enter all work unit numbers as they appear in the report; e.g., 001, AFAPL30480105.

6. AUTHOR(S). Enter name(s) of person(s) responsible for writing the report, performing the research, or credited with the content of the report. The form of entry is the last name, first name, middle initial, and additional qualifiers separated by commas; e.g., Smith, Richard, J, Jr.

7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES). Self-explanatory.

8. PERFORMING ORGANIZATION REPORT NUMBER. Enter all unique alphanumeric report numbers assigned by the performing organization; e.g., BRL- 1234, AFWL-TR-85-4017-Vol-21-OT-2.

9. SPONSORING / MONITORING AGENCY NAME(S) AND ADDRESS(ES). Enter the name and address of the organization(s) financially responsible for and monitoring the work.

10. SPONSOR / MONITOR'S ACRONYM(S). Enter, if available; e.g., BRL, ARDEC, NADC.

11. SPONSOR / MONITOR'S REPORT NUMBER(S). Enter report number as assigned by the sponsoring/monitoring agency, if available; e.g., BRL-TR-829, -215.

12. DISTRIBUTION / AVAILABILITY STATEMENT. Use agency-mandated availability statements to indicate the public availability or distribution limitations of the report. If additional limitations/restrictions or special markings are indicated, follow agency authorization procedures; e.g., RD/FRD, PROPIN, ITAR, etc. Include copyright information.

13. SUPPLEMENTARY NOTES. Enter information not included elsewhere such as: prepared in cooperation with; translation of; report supersedes; old edition number, etc.

14. ABSTRACT. A brief (approximately 200 words) factual summary of the most significant information.

15. SUBJECT TERMS. Key words or phrases identifying major concepts in the report.

16. SECURITY CLASSIFICATION. Enter security classification in accordance with security classifications; e.g., U, C, S, etc. If this form contains classified information, stamp classification on the top and bottom of this page.

17. LIMITATION OF ABSTRACT. This block must be completed to assign a distribution limitation to the abstract. Enter UU (Unclassified Unlimited) or SAR (Same as Report). An entry in this block is necessary if the abstract is to be limited.